

CITY OF WEST LINN

DOCKET OF POTENTIAL AMENDMENTS TO COMMUNITY DEVELOPMENT CODE, COMPREHENSIVE PLAN AND ZONING MAP

UPDATED 1/10/2020

West Linn Community Development Code (CDC) 98.030 requires that Comprehensive Plan, CDC and zoning map amendments to be undertaken in a given year be listed on a docket that is reviewed by the Planning Commission and approved by the City Council. Other planning and historic preservation-related plans and studies are also to be considered through the docketing process.

This list is intended to provide clarity to the West Linn community, advisory committees and staff of the Mayor and Council's project priorities and of projected timelines to initiate and accomplish the work. It also documents recently completed projects.

This list was initially developed by the City Council and Planning Commission at the beginning of 2017 through a joint work session and further Council/Commission discussion, and has been amended multiple times since then. The City Council has discretion to amend this list as appropriate to best achieve community goals.

Projects completed in 2017

- *Geotechnical and surface water code revisions.* Code amendments to ensure the CDC/Municipal Code allow appropriate review of geotechnical and surface water elements of development.
- *Robinwood Station.* Code amendments to allow Robinwood Station to operate as permitted use in residential zone.
- *White Oak Savanna.* Code amendments to allow park improvements in OBC zone.
- *De Novo appeal review.* Code amendment to remove provisions for on-the-record appeal review and restore previous provisions for "de novo" appeals, providing additional process flexibility to the City Council.

Projects completed in 2018

- *Willamette Neighborhood Mixed-Use Transitional Zone - list of permitted/conditional uses.* Amended the list of permitted and conditional uses in the mixed use zoning district.
- *Minor code cleanup including Property Line Adjustment policy update and Day Care code alignment with State of Oregon regulations.*

Projects completed in 2019

- *Willamette Neighborhood Mixed-Use Transitional Zone – zoning map changes.* Updated zoning of properties on 8th Avenue to reflect current uses and vision. Adopted by Council March 11.
- *Sanitary Sewer Master Plan.* Repeal and replacement of the 1999 Plan to address a variety of issues including facilities constructed since 1999, capital planning for aging facilities, regulatory changes, population trends, and implementation of modern best practices. Adopted by Council September 9.
- *Parks and Recreation Master Plan.* Per Council goal, develop an overall planning vision for the project area through a robust citizen involvement program and then further refine the vision into comprehensive plan/zoning map/development code amendments for implementation. Adopted by Council November 12.
- *Storm Water Master Plan.* The updated Storm Water Master Plan includes new goals, policies, and action measures. Accompanying code and Comprehensive Plan amendments will ensure

consistency and compliance with regional and state plans and policies, efficient use of public dollars, and maximize protection of important natural resources. Adopted by Council November 12.

Projects underway

- *Committee for Citizen Involvement (CCI) review of community engagement in land use process.*
 - *Status: Project essentially on hold at this time due to CCI quorum and composition and issues. CCI worked for over 18 months to develop a recommendation that was provided to Council in August addressing education, administrative proposals, and potential code changes. Council had an initial discussion of the recommendation and agreed to discuss further at future meetings.*
 - *Staff: John Boyd*
- *West Linn Waterfront. Per Council goal, develop an overall planning vision for the project area through a robust citizen involvement program and then further refine the vision into comprehensive plan/zoning map/development code amendments for implementation.*
 - *Status: Project fully underway. Next round of public outreach includes open houses December 10 and 12. Council WS discussion on infrastructure finance tools scheduled for January 21, 2020.*
 - *Staff: Darren Wyss (lead), Alicia Shroyer, Lance Calvert, John Williams*
- *Review of zoning on developable residential lands – Phase 1 inventory.* This project will “assess the appropriateness of zoning in potentially developable areas for consistency with neighborhood plans and visions.” As discussed by the Mayor, Council and Commission, this project could proceed in two phases. The first phase, smaller in scope, will be a high-level inventory of developable lands, including zoning and buildable land capacity, to identify any potential conflicts. This will be presented to Council for direction on whether any changes are desired. Making changes to zoning could be more work, potentially requiring extensive involvement with the West Linn community and involving state and regional policy and regulatory review.
 - *Status: Phase 1 inventory is complete and was scheduled to be presented to Council at a work session January 6, 2020 (To be rescheduled due to full agenda).*
 - *Staff: Darren Wyss*
- *West Linn Response to HB 2001 and 2003.* These “middle housing” bills, passed by the 2019 Oregon Legislature, create requirements that the City will be mandated to implement. HB 2001 will require West Linn to allow duplexes, triplexes, quadplexes, cottage clusters and townhouses in every residential zone that currently allows single family detached homes. The bill allows cities to create basic siting and design requirements for such units, and provides state funding for technical assistance programs related to the new requirements. HB 2003 will require West Linn to complete a Housing Needs Analysis and take steps to address issues identified in the analysis related to the provision of a broad cross-section of housing types. These projects are listed in this section because they are not optional for West Linn.
 - *Status: State of Oregon is creating administrative rules, model codes and potentially financing programs for each of these bills. Rulemaking Advisory Committee work is underway. West Linn will be required to adopt HB 2001 code amendments by June 2022, and the HB 2003 analysis requirements follow that.*

- *Staff: John Williams*
- *Street Width Standards.* Council has directed that the City's TSP and CDC be amended to eliminate the 24' cross section option.
 - *Status: Project underway. Drafting materials and scheduling PC/CC meetings.*
 - *Staff: Darren Wyss*

Prioritized projects

The following projects have been prioritized by Council at the October 14 joint meeting with the Planning Commission and the November 4 joint meeting with the Historic Review Board. Staff is developing policy papers on each project for review by Council at an upcoming work session (likely March 2020 due to full Council agendas) to get Council direction on project goals, work products and process.

- *Policy work on Chapter 96, Street Improvement Construction.* Review/clarification of West Linn's policy on what infill and redevelopment projects should trigger street improvements. On July 9 2018 the Council provided interim direction on one specific question (street improvements will not be required for projects that simply replace one single-family home with another single-family home). This decision needs to be adopted into code, and the whole section needs review to ensure consistency with Council policy goals and to provide clarity for staff and citizens alike.
 - *Staff: Darren Wyss, Amy Pepper*
- *Accessory Dwelling Unit (ADU) regulations.* Council policy direction is needed on whether the City wishes to facilitate or complicate construction of ADUs. Review will include a look at recent changes to state law and a review of fees levied by the City on ADU construction.
 - *Staff: Chris Myers*
- *Historic review code update.* Revisions to Chapters 25 and 58 discussed by the Historic Review Board (HRB). Includes a variety of changes to both the commercial and residential district codes.
 - *Staff: Darren Wyss*
- *Willamette Falls Drive TSP update.* Amendments to Transportation System Plan to incorporate Willamette Falls Drive re-alignment and design, from Highway 43 to Tualatin River.
 - *Staff: Darren Wyss, Lance Calvert*
- *Highway 43 rezoning and Robinwood Street System.* Review of the zoning map and zoning standards for the properties adjacent to Highway 43 from the Lake Oswego border to at least Hidden Springs Road. This work will ensure that the zoning regulations facilitate the type of development West Linn would like to see along this important commercial corridor, and complement the planned road improvements. West Linn's Economic Development Committee voted unanimously in May 2019 to recommend Council place this project on the docket as a priority. The project will also look at street design issues in the Robinwood neighborhood and attempt to achieve neighborhood goals for design, safety and connectivity.
 - *Staff: Jennifer Arnold*

Projects identified by Council/Planning Commission/public/staff but not yet prioritized by Council

Small projects

These projects are expected to require a modest amount of staff resources, public engagement and attention from the City Council, Planning Commission and advisory committees. They are generally improvements to or refinements of existing processes or code. These items would result in modest improvements to efficiency, customer service and outcomes in the community.

- *Wireless Ordinance update.* Changes to modernize code language and facilitate minor installations, such as small cell technology, to improve wireless service in the city.
- *Parking standards change for High Schools.* On 8/6/18 Council discussed changing the parking requirements for a High School but this project has not been moved into higher prioritization by Council yet.

Medium projects

These projects are expected to require a moderate amount of staff resources, public engagement and attention from the City Council, Planning Commission and advisory committees.

- *Flood plain ordinance.* The State of Oregon is working with the State of Washington to address needed updates to the Flood Plain program to address Endangered Species Act requirements. For Oregon, the Department of Land Conservation and Development will be provided a model ordinance that addresses agreed upon provisions. Implementing this ordinance in West Linn would ensure compliance with federal, state and regional standards and provide clear guidance on regulations and procedure to property owners.
- *Code consolidation.* Consolidate divergent code sections including moving procedures dispersed throughout the CDC back into Division 9 and addressing a variety of other inconsistencies; more substantive changes than a simple annual cleanup.
- *Code work to address inconsistencies and mapping questions in CDC Chapters 28 and 32.* This work would respond to inconsistencies and mapping issues noted in working with property owners and developers dealing with West Linn's requirements in Water Resource Areas, Willamette River Greenway and Habitat Conservation Areas. This project could easily veer into the "large" category considering the state and regional policy and regulatory framework.
- *Surface water code changes.* The Planning Commission has discussed creating additional code requirements for surface water treatment facilities, beyond those currently contained in the Municipal Code/Public Works Standards. This project would require involvement from property owners, neighborhoods, and developers.
- *Public property zoning and process requirements.* Consideration of a new Comprehensive Plan designation and zone along with the appropriate zoning and process requirements for city-owned property. This project would address a significant gap in West Linn's code, but would likely require extensive neighborhood and Advisory Committee involvement.
- *Additional follow-up projects related to Willamette Mixed-Use Zoning work.* The Mixed Use Zoning Working Group recommended several possible additional projects that arose during their meetings but did not fit within their Council-directed project scope. These include:

- *Changes to the dimensional/design standards for Chap. 59: MU Zone to make them more flexible for potential redevelopment of properties in the future.* Some ideas for potential changes: allowing zero lot lines at front and side yards abutting a street, moving from maximum building size to lot coverage/maximum floor area ratio standard, eliminating maximum lot size, and removing the residential style design standards.
 - *Parking evaluation of the Willamette Main Street area, especially the on-site parking exemptions found in CDC Chapter 58: Willamette Falls Drive Commercial Design District.* This could be a challenging project, requiring significant work with business and property owners, the main street group, historic advocates, and surrounding neighborhoods.
 - *Addressing zoning on island MU properties. Several small islands of MU zoning exist at some distance from the downtown core; the Working Group discussed potential changes to these areas but has not assessed what those changes should be.*
- *Historic Preservation Master Plan.* On 8/6/18 Council discussed the possibility of a Master Plan for all Historic Resources in West Linn. More policy discussion is necessary to identify the objectives and scope of this item.
 - *Underutilized Right Of Way (ROW) Review.* Council has discussed reviewing all of the unused/underutilized ROW in West Linn with an aim to returning unneeded property to residents and minimizing the City's maintenance responsibilities. This project would require a fair amount of community outreach and involvement.
 - *Short-term rental regulations.* As more short-term rentals become available in West Linn via companies such as AirBnB or VRBO, there has been some community discussion about concerns and potential regulatory changes. Current regulations are summarized at <https://westlinnoregon.gov/planning/faq-short-term-rentals-west-linn>. This project would likely require significant input from property owners and neighborhoods; in other jurisdictions this has been a complex issue to resolve. The project would also include a review of West Linn's Transient Lodging Tax code to ensure revenues assist in the planning and compliance work.

Large projects

These projects are expected to require a significant amount of staff and financial resources, public engagement and attention from the City Council, Planning Commission and advisory committees. Projects of this size would need to be sequenced to allow appropriate focus from all of these groups.

- *Sign code update.* Review, organize, streamline and modernize the sign code. If focused simply on cleanup and organization, this would require less work. A larger review would address community concerns and Council Goal on Economic Development. As demonstrated consistently in other jurisdictions, sign code work is always time-consuming.
- *Planned Unit Development (PUD)/Infill code work.* Review and take action on recommendations by the Planning Commission tabled by City Council in 2015. This large project could be divided into smaller parts: Planned Unit Developments; flag lots; and other infill development. A comprehensive review would ensure consistency but even small tweaks could help, such as increasing allowable lot coverage for single story homes.